Northern Region Contracting Center

ATTN: SFCA-NR-NRCC-GS

Bldg 2798

Fort Eustis, VA 23604-5538

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Portfolios

- **Portfolio I**
  - Small Business Participation only
  - Cost Cap Insurance and Pollution Liability Insurance are NOT required
  - Up to five (5) awards anticipated

Portfolios (Continued)

- **Portfolio II**
  - Any size Business Concern
  - Cost Cap Insurance and Pollution Liability Insurance are required
  - Up to five (5) awards anticipated

Procedures for Task Orders

1. Coordination with the NRCC Small and Small Disadvantaged Specialist (SADBUS)
2. RFQ sent to all contract holders within the Portfolio selected
3. Proposals received and evaluated
4. Award of the Task Order

Task Order Sample

CLIN 1000AA	Remediation	FFP $1,000,0
CLIN 1000AB	Long Term Monitoring	FFP $ 100,000
CLIN 1000AC	Other Direct Costs	FFP $ 50,0

Section B

- **The Schedule**
  - The Schedule provided in the RFP is not to be priced in the offeror's proposal
  - Offeror's pricing shall be submitted on the Pricing Sheets provided at SECTION J, ATTACHMENT 2

Section C

- **Performance Work Statement**
  - The Performance Work Statement (PWS) is provided at SECTION J, ATTACHMENT 1
  - Provides for the work requirements of the Contract and resulting Task Orders

Section G

- **Payment**

  Payments will be made in accordance with the milestone schedule approved for the individual Task Order.

SECTION G (Continued)

- **Key Personnel**
- Solicitation
  - Offerors will provide general qualifications that the offeror determines necessary to each position specified in the PWS and those positions the offeror designates as a “Key Personnel” position
- Task Orders
  - Contractors will provide resumes for the actual individual they propose for the position against the individual Task Order.

SECTION H

- **Insurance**
  - General Insurance Requirements
    - Applicable to Portfolio I and Portfolio II
    - Covers ALL offerors/contractors regardless of business size
    - Includes insurance requirements such as (but not limited to):
      - Workman's Compensation
      - General Liability
      - Third Person Liability
      - Automotive Liability
      - Errors and Omissions
      - Common Coverage

SECTION I

- Standard Fixed Price Clauses as required by the Federal Acquisition Regulation (FAR) and the Defense FAR Supplement (DFARS) and any applicable action specific clauses

SECTION K

- Standard Federal Acquisition Regulation provisions pertaining to the Certifications and Representations of the offerors
  - All certification and representations must be fully completed by the offerors and submitted with the proposal
  - 52.219-1 Small Business
    - Applicable NAICS Code: 562910
    - Applicable Size Standard: 500 employees

Section J

Past Performance Questionnaire

- Send to your customers
- Have Customers complete and send to NRCC

SECTION L

- Standard Federal Acquisition Regulation provisions providing Instructions to Offerors and action specific provisions
  - Instructs offerors “how” to prepare the proposals
  - Instructions should be followed carefully
  - There is a 150 page limitation on the technical proposal. A page = 1 side of a standard 81/2 X11 sheet of paper.

SECTION M

- Standard Federal Acquisition Regulation provisions and action specific provisions relating to evaluation of offers
- Basis for Award
  - BEST VALUE: “Best Value” is based on technical and price considerations.
  - The Government may use cost/technical trade-offs based on the rating results of the technical evaluation along with the subjective evaluation of pricing in the selection process. This “trade-off” evaluation process will form the basis for source selection.

SECTION M (Continued)

- Evaluation Factors:
  - Factor 1: Technical Knowledge, Personnel and Programs
  - Factor 2: Past Performance
  - Factor 3: Cost/Price

SECTION M (Continued)

- Cost Evaluation:
  - Based on the Pricing Sheets provided in the RFP, SECTION J, ATTACHMENT 2